

**ARIZONA DEPARTMENT OF PUBLIC SAFETY
STUDENT TRANSPORTATION , Mail Drop 1250
P. O. Box 6638, Phoenix, AZ 85005
602-223-2646 // FAX: 602-223-2923**

**CHECKLIST for
SCHOOL BUS DRIVER CERTIFICATION **RENEWAL****

Dear Employer:

The following are **ALL required** in order to **maintain certification** as a school bus driver in the state of Arizona:

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| 1. | School Bus Driver Cover Sheet | Must accompany all documents <i>except</i> Driver Training Reports. (DPS Cover Sheet <i>Only</i>) |
| 2. | Physical examination | Must be renewed according to the time frame the medical examiner indicates on the form – usually 24 months. The entire completed form is required as proof. |
| 3. | Drug screens | Annual (9 panel), Random & Post Accident (5 panel – <i>DOT</i> regulated) are required. The Laboratory RESULTS must be included. |
| 4. | Proof of first aid and CPR training | On or before expiration date, submit a Driver Training Report – <u>OR</u> --copy of front and back of cards |
| 5. | Driver Training Report showing 6.5 hours of Refresher classroom training completed | (Required every 24 months) |
| 6. | Physical Performance Test | Completed every 2 years. |

PLEASE SEE ATTACHED SAMPLES